

## EXECUTIVE SUMMARY

The Armament and Chemical Acquisition and Logistics Activity (ACALA) proposes to procure: 1500 each Headrest, Optical, NSN: 6650-01-078-7732; P/N: 12282153; 500 each Headrest, Optical, NSN: 6650-01-077-7594, P/N: 12278904; 808 each Pad, Cushioning, NSN: 2590-01-076-6849, P/N: 12274035; and 800 each Pad, Cushioning, NSN: 5340-01-112-8600, P/N: 12294833.

This is an Indefinite-Quantity Contract with guaranteed quantity for the first ordering period. It has additional ordering periods 2, 3, 4, 5. Under an indefinite-quantity contract arrangement, ACALA guarantees to buy a specified minimum quantity of contract items during the contract life and can order additional quantities above that minimum, if we require them. This procurement action is restricted to Small Business.

This is a Best Value procurement. Award will be based on an evaluation of proposals in two areas: (1) Price and (2) Past Performance/Small Business Utilization. The area of Past Performance/Small Business Utilization is more important than the area of Price. See Sections L and M, attachments 010 and 011, of the solicitation.

This executive summary is provided solely as an administrative convenience and is not intended to alter in any way the terms and conditions of the attached Request for Proposal (RFP). Any inconsistency between the summary and the elements of the RFP it addresses shall be resolved in favor of the RFP elements in accordance with the order of precedence clause contained in the RFP.

## DOCUMENT SUMMARY LIST

Item: PAD CUSHIONING  
NSN: 2590-01-076-6894  
Control Number/PRON: P18ACBX1

Identifies all first tier documents (cited in SOW) (applicable DIDs). Also included are all referenced documents (2nd, (includes DID block 10 references), 3<sup>rd</sup> and lower tier) which have been tailored.

### DOCUMENT CATEGORY:

CATEGORY O - Unless otherwise specified in the solicitation, contract, or contract modifications, all documents are for guidance and information only.

CATEGORY 1 - The requirements contained in the directly cited document are contractually applicable to the extent specified. All referenced documents are for guidance and information only.

CATEGORY 2 - The requirements contained in the directly cited document and the reference documents identified in the directly cited document are contractually applicable to the extent specified. All subsequently referenced documents are for guidance and information only.

CATEGORY 3 - Unless otherwise specified in the solicitation, contract or contract modification, all requirements contained in the directly cited document and all reference and subsequently referenced documents are contractually applicable to the extent specified.

Document Number (Contract Reference) Applicable Tailoring	Document Title	Document Date/ Document Category
1a. MIL-STD-973	Configuration Management	17 Apr 92 Cat 2

See section C clause(s) titled: Value Engineering Change Proposals, Engineering Change Proposals, Deviation and/or Ozone-Depleting Substances.

In the application of MIL-STD-973 Paragraphs 5.4.3, 5.4.4 and 5.4.8 apply, and are tailored as follows:

- (1) Page 53, para 5.4.3.4., Delete "a contractor designed form, or a letter" in the first sentence.
- (2) Page 53, para 5.4.3.3.2a., Line 5, add "or size" after "weight".
- (3) Page 53, Delete para 5.4.3.5., and replace by, "Unless otherwise specified in the contract, requests for critical deviations should be approved or disapproved within 30 calendar days of receipt by the Government and for all other deviations within 60 calendar days of receipt by the Government."
- (4) Para 5.4.3.5.1. Minor deviations.  
Line 3. Delete "...by the activity...Class II change" and insert "by the Contracting Officer."
- (5) Page 55, para 5.4.4.3.2a., Line 7, add "or size" after "weight".

(6) Page 56. Delete paragraph 5.4.4.5 and replace by "Unless otherwise specified in the contract, requests for critical waivers should be approved or disapproved within 30 calendar days of receipt by the Government and for all other RFWs within 60 calendar days of receipt by the Government."

(7) Para 5.4.4.5.1. Minor waivers.  
Lines 4 and 5. Delete "...Contract Administration Office (CAO)." Insert "...Configuration Manager and a Government Contracting Officer."

(8) Page 61, para 5.4.8.3.4., in line 6 add "or size" after "weight".

(9) Page 61, Add new para 5.4.8.3.4.1., "An RFD shall be supported by test data and analysis, where appropriate, and provided to support the decision regarding acceptance of the nonconformance."

(10) Page 61, Delete para 5.4.8.3.5. and replace by, "Unless otherwise specified in the contract, deviations are approved and authorized only by the Contracting Officer. Critical deviations should be processed within 30 calendar days of receipt by the Government and all other RFDs processed within 60 calendar days of receipt by the Government."

(11) Page 62, para 5.4.8.4, Delete lines 7 thru 10 and replace with "standard. All RFWs shall be submitted as specified in the contract for approval or disapproval and acceptance or rejection by the authorized Contracting Officer."

(12) Page 62, para 5.4.8.4.4., on line 6 add "or size" after "weight".

(13) Page 62, Add new para 5.4.8.4.4.1., "an RFW shall be supported by test data and analysis, where appropriate, and provided to support the decision regarding acceptance of the nonconformance."

1b. Interim Notice 3 (DO)	Configuration Management	13 Jan 95 Cat 2
1c. DI-CMAN-80640B (seq A001)	Request for Deviation	13 Jan 95 Cat 2
1d. DI-CMAN-80641B (seq A002)	Request for Waiver	13 Jan 95 Cat 2

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**INSTRUCTIONS FOR COMPLETING DD FORM 1423**  
(See DoD 5010.12-M for detailed instructions.)

**FOR GOVERNMENT PERSONNEL**

- Item A.** Self-explanatory.
- Item B.** Self-explanatory.
- Item C.** Mark (X) appropriate category: TDP - Technical Data Package; TM - Technical Manual; Other - other category of data, such as "Provisioning," "Configuration Management", etc.
- Item D.** Enter name of system/item being acquired that data will support.
- Item E.** Self-explanatory (to be filled in after contract award).
- Item F.** Self-explanatory (to be filled in after contract award).
- Item G.** Signature of preparer of CDRL.
- Item H.** Date CDRL was prepared.
- Item I.** Signature of CDRL approval authority.
- Item J.** Date CDRL was approved.
- Item 1.** See DoD FAR Supplement Subpart 4.71 for proper numbering.
- Item 2.** Enter title as it appears on data acquisition document cited in Item 4.
- Item 3.** Enter subtitle of data item for further definition of data item (optional entry).
- Item 4.** Enter Data Item Description (DID) number, military specification number, or military standard number listed in DoD 5010.12-L (AMSDL), or one-time DID number, that defines data content and format requirements.
- Item 5.** Enter reference to tasking in contract that generates requirement for the data item (e.g., Statement of Work paragraph number).
- Item 6.** Enter technical office responsible for ensuring adequacy of the data item.
- Item 7.** Specify requirement for inspection/acceptance of the data item by the Government.
- Item 8.** Specify requirement for approval of a draft before preparation of the final data item.
- Item 9.** For technical data, specify requirement for contractor to mark the appropriate distribution statement on the data (ref. DoD 5230.24).
- Item 10.** Specify number of times data items are to be delivered.
- Item 11.** Specify as-of date of data item, when applicable.
- Item 12.** Specify when first submittal is required.
- Item 13.** Specify when subsequent submittals are required, when applicable.
- Item 14.** Enter addressees and number of draft/final copies to be delivered to each addressee. Explain reproducible copies in Item 16.
- Item 15.** Enter total number of draft/final copies to be delivered.
- Item 16.** Use for additional/clarifying information for Items 1 through 15. Examples are: Tailoring of documents cited in Item 4; Clarification of submittal dates in Items 12 and 13; Explanation of reproducible copies in Item 14; Desired medium for delivery of the data item.

**FOR THE CONTRACTOR**

**Item 17.** Specify appropriate price group from one of the following groups of effort in developing estimated prices for each data item listed on the DD Form 1423.

a. Group I. Definition - Data which is not otherwise essential to the contractor's performance of the primary contracted effort (production, development, testing, and administration) but which is required by DD Form 1423.

Estimated Price - Costs to be included under Group I are those applicable to preparing and assembling the data item in conformance with Government requirements, and the administration and other expenses related to reproducing and delivering such data items to the Government.

b. Group II. Definition - Data which is essential to the performance of the primary contracted effort but the contractor is required to perform additional work to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, or quality of the data item.

Estimated Price - Costs to be included under Group II are those incurred over and above the cost of the essential data item without conforming to Government requirements, and the administrative and other expenses related to reproducing and delivering such data item to the Government.

c. Group III. Definition - Data which the contractor must develop for his internal use in performance of the primary contracted effort and does not require any substantial change to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, and quality of the data item.

Estimated Price - Costs to be included under Group III are the administrative and other expenses related to reproducing and delivering such data item to the Government.

d. Group IV. Definition - Data which is developed by the contractor as part of his normal operating procedures and his effort in supplying these data to the Government is minimal.

Estimated Price - Group IV items should normally be shown on the DD Form 1423 at no cost.

**Item 18.** For each data item, enter an amount equal to that portion of the total price which is estimated to be attributable to the production or development for the Government of that item of data. These estimated data prices shall be developed only from those costs which will be incurred as a direct result of the requirement to supply the data, over and above those costs which would otherwise be incurred in performance of the contract if no data were required. These estimated data prices shall not include any amount for rights in data. The Government's right to use the data shall be governed by the pertinent provisions of the contract.

*Attachment 003*

## GUIDANCE ON DOCUMENTATION OF CONTRACT REQUIREMENTS LIST (CDRL)

The following information is furnished to provide guidance with respect to the abbreviations and codes utilized in various blocks of DD Form 1423, Contract Data Requirements List.

**Block 1. Sequence Number.** This number is specified by DOD components in accordance with FAR Supplement Subpart 4.71.

**Block 2. Title of Description of Data.** This represents the title or brief description of the data. This title should be identical to the Data Item Description (DID) title with Block 3 being used for further identification, if required.

**Block 3. Subtitle of Data.** If the title requires further identification, a subtitle is entered.

**Block 4. Authority, Data Item Number.** Data item number of the DID which provides the data preparation instructions.

**Block 5. Contract Reference.** The specific paragraph number of the contract procurement request, system specification, or other applicable document which identifies the effort associated with the data item authorized by Block 4 above.

**Block 6. Technical Office.** The office that is responsible for assuring the adequacy of the data item unless this responsibility is delegated elsewhere in the contract or in Block 7 on the DD Form 1423.

**Block 7. DD Form 250 Requirement.** This block designates the location (contractor's facility or destination) for performance of Government inspection and acceptance. The applicable codes for inspection and acceptance are cited below. The Government activity to perform the destination acceptance task is entered in Block 14 as the first addressee.

Code	Inspection	Acceptance
SS	*Source(DD Form 250)	*Source(DD Form 250)
DD	Destination(DD Form 250)	Destination(DD Form 250)
SD	*Source(DD Form 250)	Destination(DD Form 250)
DS	Destination(DD Form 250)	*Source(DD Form 250)
LT	Letter of Transmittal only	
NO	No inspection or acceptance required	
XX	Inspection/acceptance requirements specified elsewhere in the contract.	

\*Source indicates contractor's facility,

**Block 8. Approval Code.** Items of critical data requiring specified advanced written approval, such as test plans, are identified by an "A" in this field. This data requires submission of a preliminary draft prior to publication of the final document. When advanced approval is not required, this field is blank.

**Block 9. Distribution Statement Required.** The code letter corresponding to the distribution statement to be marked on the technical data item by the contractor, in accordance with DoD Directive 5230.24 and the guidance in DoD 5010.12-M.

**Block 10. Frequency.** The codes that appear in this block are cited below:

ANNLY	Annually	ASGEN	As generated*
ASREQ	As required*	BI-MO	Every 2 months
BI-WE	Every 2 weeks	DAILY	Daily
DFDEL	Deferred Delivery	MTHLY	Monthly
ONE/P	One Preliminary	ONE/R	One time with revisions
QRTLY	Quarterly	R/ASR	Revision as required*
SEMIA	Every 6 months	WEKLY	Weekly
XTIME** Number of time to be submitted (1TIME, 2TIMES, etc.)			

\*Use of these codes requires further explanation in block 16 to provide the contractor with guidance necessary to accurately price the deliverable data item.

\*\*A number must be inserted in place of the "X".

Block 11. As of Date (AOD). When data is submitted only once, this block indicates the number of days the data is to be submitted prior to the end of the reporting period; e.g., "15" would place the AOD for this report as 15 days before the end of each month, quarter, or year depending on the frequency established in Block 10; "0" places the AOD at the end of the month, quarter, or year. Further guidance is shown in Block 13 or 16 as required.

Block 12. Date of First Submission. This block indicates the initial data submission date (Year/Month/Day). When the contract start date has not been established, this block indicates the number of days after the contract start date that the data is due; e.g., 30 days after contract (DAC). Further information, if required is contained in Block 13. "DFDEL" indicates deferred delivery.

Block 13. Date of Subsequent Submission/Event Identification. When data is submitted more than once, the date(s) of subsequent submission(s) is indicated in this block. Example: "Not later than (NLT) 15 days before start of production"; "45 days before first article", etc.

Block 14. Distribution and Addressees. Addressees and number of copies (draft/regular/reproducible) to be forwarded to each addressee as cited in this block. Addressees are indicated by office symbols (i.e., AMSIO-XYZ). A list explaining these symbols and their addressees is attached to the form. When reproducible copies are required, the type of copies required will be cited in this block or Block 16.

NOTE: Unless otherwise cited in Block 10 of DD Form 1664, entries in Blocks 3 through 9 on DD Form 1664, Data Item Descriptions, are for information purposes only and are not contractually binding.

NOTE: It is required that data items be delivered using electronic media. Where possible electronic transmission (e-mail) is the most preferred method. Refer to the Contract Data Requirements List (CDRL), DD Form 1423 for more specific information (i.e., e-mail addresses, etc.)

For narrative kinds of reports, submission of a 3 1/2 inch disk in Rich Text Format (RTF), Microsoft Word or by e-mail is acceptable.

For spreadsheets or database kinds of reports, the acceptable software packages would be Microsoft Office products, i.e., Access or Excel. If these packages are not available, the information could be forwarded using a word processing kind of document saved in a Rich Text Format (RTF).

**ADDRESS CODE DISTRIBUTION  
FOR REQUESTS FOR DEVIATION/WAIVER (RFD/RFW)**

**1. Concurrent distribution of RFDs or RFWs shall be submitted by the Contractors as follows:**

**2. The contractor shall submit copies as required and as identified below to: Department of the Army, U.S. Army Armament Research, Development and Engineering Center, ATTN: AMSTA-AR-EDT-R (ECPs), Rock Island, IL 61299-7300 except for Chemical items (see note below).**

RFDs/RFWs - original plus 2 copies  
                    original (Tools & Equipment)  
                    original plus 2 copies (Navy or Air Force)

**\*\*NOTE - All Chemical items shall be submitted to: Cdr, CBDCOM, ATTN: SCBRD-EN(RI), Rock Island, IL 61299-7410.\*\***

RFDs/RFWs - original plus 1 copy

**3. Provide one copy designated "Advance Copy" to one of the following design agencies if the agency is cited in the contract:**

**a. Chemical Command: Commander, Chemical Biological Defense Agency, ATTN: SCBRD-ENE-D, Aberdeen Proving Ground, MD 21010-5423.**

**b. U.S. Navy: Commander, Naval Surface Warfare Center, Crane Division, ATTN: Code 40, Crane, IN 47522-5000, or Commander, Naval Air Warfare Center, Weapons Division, 521 9th St., ATTN: Code 332200E, Point Mugu, CA 93042-5001**

**c. U.S. Air Force: Commander, U.S. Army Industrial Operations Command, ATTN: AMSIO-ASI-SA (Mr. Flood ASD/YH), Eglin Air Force Base, FL 32542-5000, or Commander, Ogden Air Logistics Center, ATTN: OO-ALC/LIWGE, 6034 Dogwood Ave., Hill Air Force Base, UT 84056-5816.**

**4. Provide one copy designated "Advance Copy" to:**

**a. Contracting Officer: Director, Armament and Chemical Acquisition, and Logistics Activity, Rock Island, IL 61299-8630 (ACALA items) or Commander, Industrial Operations Command, Rock Island, IL 61299-6000 (IOC items).**

**b. Administrative Contracting Officer.**

**5. When ECPs, RFWs, RFDs are determined to be Urgent, Critical and/or Schedule impacting, an action copy should be provided to AMSTA-AR-EDT-R via data facsimile (FAX) to 309-782-6450. This transmission is to be immediately followed with the usual hard copy mailing.**

*Attachment 005*

# SPECIAL PACKAGING INSTRUCTION

Form Approved  
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 30 days per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, Va 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project(0704-0188), Washington, D.C. 20503. Please do not return your form to either of these addresses.

1. PART OR DRAWING NO. NOMENCLATURE <b>12278904 HEADREST</b>			2. CODE INDENT <b>19200</b>	3. SPI NO. <b>(AM)P12278904</b>
4. NATIONAL STOCK NUMBER <b>6650010777594</b>			5. DATE OF DRAWING/SPI (YYMMDD) <b>07/31/97</b>	6. REVISION / ERR NO. <b>A/L7K2021</b>
7. QUP <b>1/EA</b>	8. ICQ	9. UNIT PACK WT. (LB) (0.0) <b>0.70</b>	10. UNIT PACK CU (CU. FT) (0.000) <b>0.018</b>	11. UNIT PACK SIZE (INCHES) (00.0) <b>5.8 X 3.0 X 1.8</b>

		18 STEPS	19 REQD	20 DESCRIPTION
		1	1	CONTAINER, MIL-B-117, TY-I, CL-B
12. MILITARY PRESERVATION <b>MIL-STD-2073-1,METHOD 31</b>				
13. CLEANING *				
14. DRYING *				
15. PACKING				
a. LEVEL A <b>MIL-STD-2073-1</b>				
b. LEVEL B <b>MIL-STD-2073-1</b>				
16. MARKING <b>MIL-STD-129</b>				

## 17. NOTES / DRAWING

**\*UNLESS OTHERWISE SPECIFIED, CLEANING AND DRYING SHALL BE IN ACCORDANCE WITH PARAGRAPH 5.2.1 OF MIL-STD-2073-1.**  
**WEIGHTS AND SIZES ARE ESTIMATED AND MAY VARY SLIGHTLY.**  
**INTERMEDIATE PACKAGING AND PACKING WILL BE IN ACCORDANCE WITH SPECIFICATION MIL-STD-2073-1 OR AS OTHERWISE SPECIFIED HEREON.**

WSC: ITEM SIZE: **5.38 X 1.44 X 1.38**

ITEM WEIGHT: **0.50**

APPROVED: *Attachment 004*

STATEMENT A, UNLIMITED





SPECIAL PACKAGING INSTRUCTIONS (AMCCOM Suppl 1 to AR 700-15)					1. NATIONAL STOCK NO 5340011128600		
2. SPI NO (AM) P12294833				3. REVISION A/G5K2039		4. DATE 11/03/95	
5. PART OR DRAWING NO 12294833				6. FSCM 19207		7. MIL-P-116 CLEANING/DRYING * MIL-P-116	
8. QUP/UNIT OF ISSUE 1 - ea	9. ICQ	10. UNIT PACK WEIGHT (APPROX LB) 2.10	11. UNIT PACK CUBE (EXT) (APPROX FT) .118		12. UNIT PACK SIZE (EXT) (APPROX FT) .79 X .65 X .23		
13. LEVEL A UNIT PACK REQUIREMENTS							
MIL-P-116 METHOD <u>IC-3</u>	STEPS	DRAWING OR SPECIFICATION	STYLE	TYPE	GRADE	CLASS	SIZE (INSIDE DIMENSIONS IN INCHES) AND REMARKS
INTIMATE WRAP	1	MIL-P-130		I			
TAPE	2	A-A-883					
CONTAINER	3	MIL-B-117		I		B	
CONTAINER	4	ASTM D 5118	OPF		W5C		
CLOSURE	5	ASTM D 1974					
14a. LEVEL B: METHOD _____ <input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> SEE NOTE <u>MIL-STD-2073-1</u>							
14b. LEVEL C: METHOD _____ <input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> SEE NOTE <u>ASTM-D-3951</u>							
15. INTERMEDIATE PACKAGING AND PACKING WILL BE IN ACCORDANCE WITH SPECIFICATION MIL-STD-2073-1 OR AS OTHERWISE SPECIFIED HEREON.							
16. MARKING WILL BE IN ACCORDANCE WITH MIL-STD-129.							
17. SPECIFICATIONS, STANDARDS, AND DRAWINGS LISTED HEREON OF THE ISSUE IN EFFECT ON DATE OF INVITATION FOR BID FORM A PART OF THIS DATA SHEET. THE APPLICABLE GENERAL AND REFERENCED REQUIREMENTS OF SPECIFICATION MIL-STD-2073-1 FORM PART OF THIS DATA SHEET. UNLESS OTHERWISE SPECIFIED, MATERIALS WILL BE MINIMUM SIZE IAW MIL-STD-2073-1.							
18. TOLERANCES SHALL BE IN ACCORDANCE WITH MATERIAL SPECIFICATIONS. QUALITY PERFORMANCE AND TESTING REQUIREMENTS SHALL BE IN CONFORMANCE WITH MIL-P-116 OR AS OTHERWISE SPECIFIED HEREON.							
19. NOTES/DRAWINGS * UNLESS OTHERWISE SPECIFIED, ANY APPLICABLE PROCESS OF MIL-P-116 THAT DOES NOT DAMAGE THE ITEM SHALL BE UTILIZED.							
20. ITEM IDENTIFICATION CODE(S) MM		21. ITEM SIZE 9.40 X 7.60 X 2.50		22. ITEM WT 2.00		23. APPROVED EUGENE FARRELL	
24. NOMENCLATURE PAD, CUSHIONIN						Page 1 of 1 Pages	

# DISCLOSURE OF LOBBYING ACTIVITIES

Approved by O.A.  
0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____		
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Congressional District, if known: _____	<b>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</b>  Congressional District, if known: _____			
<b>6. Federal Department/Agency:</b>	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____			
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$ _____			
<table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <b>10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI):</b> </td> <td style="width: 50%; vertical-align: top;"> <b>b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):</b> </td> </tr> </table>			<b>10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI):</b>	<b>b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):</b>
<b>10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI):</b>	<b>b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):</b>			
<i>(attach Continuation Sheet(s) SF-LLL-A, if necessary)</i>				
<b>11. Amount of Payment (check all that apply):</b> \$ _____ <input type="checkbox"/> actual <input type="checkbox"/> planned	<b>13. Type of Payment (check all that apply):</b> <input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other; specify: _____			
<b>12. Form of Payment (check all that apply):</b> <input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ value _____				
<b>14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment Indicated in Item 11:</b>   <div style="text-align: center; padding-top: 10px;"> <i>(attach Continuation Sheet(s) SF-LLL-A, if necessary)</i> </div>				
<b>15. Continuation Sheet(s) SF-LLL-A attached:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No				
<b>16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$70,000 and not more than \$700,000 for each such failure.</b>	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____			
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form - LLL		

Attachment 009

## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0343-0046), Washington, D.C. 20503.

DISCLOSURE OF LOBBYING ACTIVITIES  
CONTINUATION SHEET

Approved by C  
0348-0046

Reporting Entity: \_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_\_

## SECTION L

### L.1 PROPOSAL INSTRUCTIONS

#### L.1.1 PRICE

The Offeror shall enter firm fixed unit prices for the four items in Section B for Ordering Period 1. The offeror shall enter firm fixed unit prices for each quantity range and each ordering period for Ordering Periods 2, 3, 4, 5 on the pricing spreadsheet at Attachment 012. All unit prices will be binding. The Government reserves the right to require submission of any information necessary to validate the reasonableness and realism of an offer.

#### L.2.1 PAST PERFORMANCE/SMALL BUSINESS UTILIZATION

##### L.2.1.1 Element 1, Past Performance:

- a. The offeror shall detail and describe his quality and delivery performance on prior Government or commercial contracts during the last three years which are the same or similar to the effort required on this solicitation. The term "similar" is defined as a contract over \$100,000 for manufacturing and assembly of rubber cushions, using adhesive to attach the cushions to a metal base. An offeror's experience, producing cushions for armored military vehicles, is considered to have greater relevancy than non-military applications or efforts.
- b. The offeror shall identify both prime contracts and major subcontracts for similar items as defined above. Both Government and Commercial contract description shall include the information requested below in the following format:
  1. Identify in specific detail for each contract listed, why or how you consider the effort relevant or similar to the effort required by this solicitation. This would include identifying a commercial customer and any additional information required to evaluate the offeror's commercial work.
  2. Your (and your subcontractor's) CAGE & CEC (DUNNS) Number.
  3. Government or commercial contracting activity, address and telephone number.
  4. Procuring Contracting Officer's (PCO's) name and telephone number if Government Contract.
  5. Government or commercial contract administration activity and the name and telephone number of the Administrative Contracting Officer (ACO) if Government Contract.
  6. Contract number.
  7. Contract award date.
  8. Contract type.
  9. Final or projected final price/cost.

10. Original delivery schedule.
11. Final or projected final delivery schedules.
12. A narrative explanation on each previous contract listed describing the objectives achieved and any schedule delays encountered. For any government contracts which did not/do not meet original requirement with regard to either schedule or technical performance, a brief explanation of the reason(s) for such shortcomings and demonstrated corrective actions taken to avoid recurrence. The offeror shall also provide a copy of any cure notices or show cause letter received on each previous contract listed and description of any corrective action by the offeror or proposed subcontractor.
13. The offeror shall also provide the above required information for any and all contracts it has had terminated for default in whole or in part, during the past 3 years, to include those currently in the process of such termination as well as those which are NOT similar to the proposed effort. The contractor shall list each time the delivery schedule was revised and provide an explanation of why the revision was necessary.
14. If the offeror intends to subcontract a major portion of the requirements of the solicitation, the offeror shall identify the proposed subcontractors and provide adequate information as to allow the Government to perform an evaluation of the subcontractors' capabilities and ability to perform the required tasks.
15. Offerors shall include in their proposal the written consent of their proposed subcontractors to allow the Government to discuss the subcontractor's past performance evaluation with the offeror during negotiation, if applicable.

NOTE: Offerors are reminded that both independent data and data provided by offerors in their proposals may be used to evaluate offeror past performance. Since the Government may not necessarily interview all sources provided by the offerors, it is incumbent upon the offer to explain the relevance of data provided. The burden of providing thorough and complete past performance information remains with the offerors. Proposals that do not contain the information requested by this paragraph risk rejection or high risk rating by the Government.

**L.2.1.2 Element 2, Small Business Utilization:**

L.2.1.2.1 Offerors must provide the following information in their proposal:

- a. The names of SBs, SDBs, WOSBs, or HBCU/MI that would participate in the proposed contract, identifying specific components to be produced or services to be performed by those firms, and the estimated total dollar value of such work.
- b. A description of your past performance over the last three calendar years in complying with the requirements of FAR 52.219-8 (Utilization Small of Small Business and Small Disadvantaged Business Concerns) , to include describing and providing documentation of the methods employed to promote small business utilization and the internal methods used to monitor such utilization.

## SECTION M

### M.1 BASIS FOR AWARD

Selection of an offeror for award will be based on an evaluation of proposals in two Areas: (1) Price and (2) Past Performance/Small Business Utilization. Each area is separately described below. The Past Performance/Small Business Utilization Area will not be numerically scored but, rather, will be rated in an adjectival and narrative manner. The award of a Contract will be made to that offeror whose proposal offers the best value to the Government based on an integrated assessment of Price and Past Performance/Small Business Utilization; consequently, the government may award to other than the low offeror. The Area of Past Performance/Small Business Utilization is more important than the Area of Price. Any proposal which is unrealistically high or low in price may be deemed indicative of a failure to comprehend the Government's requirements and may be rejected for such a reason. Offerors are urged to ensure that their proposals are submitted on the most favorable terms in order to reflect their best possible potential, since less than the optimal initial proposal could result in the exclusion of the offeror from further consideration.

**Price.** The offeror shall be evaluated based on the proposal's total overall evaluated price to the Government. The proposed contract price will also be evaluated for reasonableness. Reasonableness means that the cost does not exceed what would be incurred by a prudent business person in the conduct of competitive business.

**Past Performance/Small Business Utilization.** Past Performance/Small Business Utilization is an important consideration in the award decision; however, price may be controlling where an overall higher evaluated proposal is unaffordable. Similarly, the closer the ratings in the past performance/small business utilization area are between offerors, the more significant price becomes.

### M.2 PRICE AREA

#### M.2.1

a. Proposed unit prices for each quantity range will be multiplied by the assigned weight for that range (the "weight" is the most current assessment of the likelihood, expressed as a percentage, that the actual order quantity will fall within that range). The weighted prices for each range will be added together resulting in a single weighted unit price for that ordering period. The weighted unit price will then be multiplied by the estimated quantity to be ordered in that Ordering Period, resulting in an evaluated ordering period price. The evaluated ordering period prices will be added together resulting in the total evaluated price.

#### EXAMPLE

Qty Range	Weight (%)	Proposed Unit Price	Weighted Price	Est. Qty	Evaluated Price
5 to 25	25%	\$ 15.25	\$3.8125		
26 to 75	45%	\$ 15.00	\$6.75		
76 to 110	30%	\$ 14.50	\$4.35		
Weighted Unit Price			\$14.9125	52	\$775.45

*Attachment 011*



This solicitation requires that the offeror provide prices for varying quantity ranges for Ordering Period 2, 3, 4 and 5. Should the offeror fail to provide prices for every range, the Government will evaluate the offer by using the lowest proposed price for the Ordering Period.

b. Evaluation of proposed prices shall include determining reasonableness and realism.

Reasonableness is interpreted to mean that the price does not exceed what an ordinary, prudent person in the conduct of competitive business would incur. Realism asks, "Does the proposal price accurately reflect the offeror's proposed effort to meet the program requirements and objectives?" An unrealistic or excessive price may preclude an offeror from award.

c. Price shall not receive an adjective rating. The price evaluator(s) shall write a narrative, expressing in percentages the difference between total evaluated prices, highlighting any unusual and unexplained price variance (for the total or any individual year), which may suggest the possibility of a mistake or misunderstanding by an offeror. Any indication of unreasonable or unrealistic pricing will also be identified.

### **M.3 PAST PERFORMANCE/SMALL BUSINESS UTILIZATION AREA**

M.3.1 In evaluating your past performance/small business utilization, we will consider two elements: past performance and small business utilization. Past performance is more important than small business utilization.

a. **Element 1, Past Performance:** The government will conduct a performance risk assessment based upon the quality of the offeror's past performance as it relates to the probability of successful accomplishment of the required effort. Performance risks are those associated with an offeror's likelihood of success in performing the solicitation's requirements as indicated by that offeror's record of past performance. Consideration will be given to the degree to which the offeror has met quality and delivery objectives on contracts (within the past three years) for similar, related efforts. On-time deliveries and Quality will be the factors evaluated under Past Performance and both are of equal importance. A significant achievement, problem, or lack of relevant data in any element of the work can become an important consideration in the selection process. Therefore, offeror's are reminded to include all relevant past efforts, including demonstrated corrective actions, in their proposal. As part of this effort, evaluators will consider relevant data extrinsic to the proposal which is otherwise available to the government. This information will then be assessed along with the offeror's proposal to determine the performance risk. Offerors are reminded that while the government may elect to consider data obtained from other sources, the burden of providing thorough and complete past performance information rests with the offerors. An offeror's experience, producing cushions for armored military vehicles, will be considered to have greater relevancy than non-military applications or efforts.

b. **Element 2, Small Business Utilization:** Under this element we will evaluate the likelihood (risk) of you meeting the requirements of FAR 52.219-8 based on your commitment under this current contract and the realism of that commitment based on your past performance history of meeting those requirements.

#### M.4 EVALUATION CRITERIA/STANDARDS FOR RATING

**M.4.1 Past Performance:** During the best value source selection process, the Government will assess the relative performance risks associated with each offeror and proposal. The Past Performance assessment will evaluate the risk of successful quality and schedule performance.

**Performance Risk:** Performance risks are those risks associated with an offeror's likelihood of success in performing the solicitation's requirements indicated by that offeror's record of past performance. Past performance will be adjectivally/narratively assessed with a risk rating applied to each offeror as follows:

- a. **Excellent/Very Low Risk:** Essentially no doubt exists that the offeror will successfully perform the required effort based on its past performance record.
- b. **Good/Low Risk:** Little doubt exists, based on past performance, that the offeror will successfully perform the required effort.
- c. **Adequate/Moderate Risk:** Some doubt exists, based on past performance, that the offeror will successfully perform the required effort.
- d. **Marginal/High Risk:** Substantial doubt exists, based on past performance, that the offeror will successfully perform the required effort.
- e. **Poor/Very High Risk:** Extremely doubtful that the offeror will successfully perform the required effort based on its past performance record.
- f. **Unknown/Unknown Risk:** No meaningfully relevant record of past performance.

The Government will conduct a performance risk assessment based on the quality of the offeror's and significant Subcontractor's past performance as it relates to the probability of successful accomplishment of the required effort. When assessing performance risk, the Government will focus its inquiry on the past performance of the offeror as it relates to solicitation requirements, including quality and contract schedules.

A significant achievement, problem, or lack of relevant data in any element of the work can become an important consideration in the source selection process. A negative finding under an element may result in an overall high performance risk rating. Therefore, offerors are reminded to include all relevant past efforts, including demonstrated corrective actions, in their proposals. The lack of a meaningful relevant past performance record may result in an unknown performance risk rating.

**M.4.2 Small Business Utilization:** The element of Small Business Participation will be evaluated in accordance with the following:

ADJECTIVAL	DEFINITION AND CRITERIA
Excellent	Proposal includes a substantial portion of the work, in terms of dollar value (more than 20%) and complexity, to be performed in the Small Business (SB), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), and Historically Black Colleges and University/Minority Institution (HBCU/MI) sector by the prime (if so qualified) and/or as subcontractors or team members. Offeror has substantive evidence suggesting prior achievement of subcontracting plan or policy goals. Based on the proposal and past

	performance history, the offeror's proposed goals and/or actions are considered very realistic (very low risk).
Good	Proposal includes a significant portion of the work in terms of dollar value (more than 15%) to be performed in the Small Business (SB), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), and Historically Black Colleges and University/Minority Institution (HBCU/MI) sector by the prime (if so qualified) and/or as subcontractors or team members. Offeror has evidence suggesting prior achievement of most subcontracting plan or policy goals. Based on the offeror's proposal and past performance history, the offeror's proposed goals and/or actions are significant and are considered realistic (low risk).
Adequate	Proposal includes a reasonable portion of the work in terms of dollar value (more than 10%) or complexity to be performed in the Small Business (SB), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), and Historically Black Colleges and University/Minority Institution (HBCU/MI) sector by the prime (if so qualified) and/or as subcontractors or team members. Offeror has evidence suggesting prior achievement of some subcontracting plan or policy goals. Based on the offeror's proposal and past performance history, the offeror's proposed goals and/or actions are adequate and could be met if the offeror focuses attention on them (moderate risk).
Marginal	Proposal includes a minimal portion of the work in terms of dollar value (less than 10%) and complexity to be performed in the Small Business (SB), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), and Historically Black Colleges and University/Minority Institution (HBCU/MI) sector by the prime (if so qualified) and/or as subcontractors or team members. Based on the offeror's proposal and/or past performance history, there is little likelihood that more than a minimal portion of the work will be performed in this sector (High Risk).
Poor	Offeror demonstrates little or no commitment to using SBs, SDBs, WOSBs and HBCU/MIs. There is no evidence that the offeror met his prior goals and/or shows no serious commitment and did not provide adequate justification for not doing so. Based on the proposal and past performance history, there is negligible likelihood that anything other than a token portion of the work will be performed in this sector (Very High Risk).

## Price Evaluation Spreadsheet

Headrest, Optical; NSN: 6650-01-078-7732														
	Ordering Period 1	Ordering Period 2			Ordering Period 3			Ordering Period 4			Ordering Period 5			Total
Shipping Destinations: Red River Army Depot Anniston Army Depot	<b>Guaranteed Minimums are provided in Section B. No additional quantities are required in Ordering Period 1.</b>	Evaluation	Proposed	Weight	Evaluation	Proposed	Weight	Evaluation	Proposed	Weight	Evaluation	Proposed	Weight	
		Range	Unit Price		Range	Unit Price		Range	Unit Price		Range	Unit Price		
		500-900			500-900			500-900			500-900			
		901-1300			901-1300			901-1300			901-1300			
		1301-1600			1301-1600			1301-1600			1301-1600			
		1601-2000			1601-2000			1601-2000			1601-2000			
Weighted Unit Price			\$ -			\$ -			\$ -			\$ -		
Wtd U/P x Est Qty		1500			1500			1500			1500			
Evaluated Production Price		\$ -			\$ -			\$ -			\$ -			\$ -

Headrest, Optical; NSN: 6650-01-077-7594														
Ordering Period 1		Ordering Period 2			Ordering Period 3			Ordering Period 4			Ordering Period 5			Total
Shipping Destinations: Red River Army Depot Anniston Army Depot		Evaluation	Proposed	Weight	Evaluation	Proposed	Weight	Evaluation	Proposed	Weight	Evaluation	Proposed	Weight	
		Range	Unit Price		Range	Unit Price		Range	Unit Price		Range	Unit Price		
		200-300			200-300			200-300			200-300			
		301-400			301-400			301-400			301-400			
		401-500			401-500			401-500			401-500			
Weighted Unit Price		\$ -			\$ -			\$ -			\$ -			\$ -
Wtd U/P x Est Qty		335			335			335			335			
Evaluated Production Price		\$ -			\$ -			\$ -			\$ -			

Offerors must submit their Proposed Unit Prices in the bold outlined spaces.

The Government will multiply the Proposed Unit Price times its corresponding weight and add the resulting products to get a Weighted Unit Price which is then multiplied times the Estimated Quantity to determine the Evaluated Production Price.

The Evaluated Production Price will be added across to arrive at the Total Evaluated Price.

## Price Evaluation Spreadsheet

Pad, Cushioning; NSN: 2590-01-076-6849														
	Ordering Period 1	Ordering Period 2			Ordering Period 3			Ordering Period 4			Ordering Period 5			Total
Shipping Destinations: Anniston Army Depot New Cumberland Army Depot	<b>Guaranteed Minimums are provided in Section B. No additional quantities are required in Ordering Period 1.</b>	Evaluation	Proposed		Evaluation	Proposed		Evaluation	Proposed		Evaluation	Proposed		
		Range	Unit Price	Weight	Range	Unit Price	Weight	Range	Unit Price	Weight	Range	Unit Price	Weight	
		500-750		20%	500-750		20%	500-750		20%	500-750		20%	
		751-900		60%	751-900		60%	751-900		60%	751-900		60%	
		901-1000		20%	901-1000		20%	901-1000		20%	901-1000		20%	
Weighted Unit Price			\$ -			\$ -			\$ -			\$ -		
Wtd U/P x Est Qty			808			808			808			808		
Evaluated Production Price			\$ -			\$ -			\$ -			\$ -		\$ -

Pad, Cushioning; NSN: 5340-01-112-8600														
	Ordering Period 1	Ordering Period 2			Ordering Period 3			Ordering Period 4			Ordering Period 5			Total
Shipping Destinations: Red River Army Depot New Cumberland Army Depot Sharpe	<b>Guaranteed Minimums are provided in Section B. No additional quantities are required in Ordering Period 1.</b>	Evaluation	Proposed		Evaluation	Proposed		Evaluation	Proposed		Evaluation	Proposed		
		Range	Unit Price	Weight	Range	Unit Price	Weight	Range	Unit Price	Weight	Range	Unit Price	Weight	
		400-600		20%	400-600		20%	400-600		20%	400-600		20%	
		601-800		60%	601-800		60%	601-800		60%	601-800		60%	
		801-1000		20%	801-1000		20%	801-1000		20%	801-1000		20%	
Weighted Unit Price			\$ -			\$ -			\$ -			\$ -		
Wtd U/P x Est Qty			671			671			671			671		
Evaluated Production Price			\$ -			\$ -			\$ -			\$ -		\$ -

Offerors must submit their Proposed Unit Prices in the bold outlined spaces.

The Government will multiply the Proposed Unit Price times its corresponding weight and add the resulting products to get a Weighted Unit Price which is then multiplied times the Estimated Quantity to determine the Evaluated Production Price.

The Evaluated Production Price will be added across to arrive at the Total Evaluated Price.

## **DEFENSE PRIORITIES AND ALLOCATIONS SYSTEM (15 CFR 700)**

### **GENERAL**

As a defense contractor for the Department of the Army, you are required to follow the provisions of the Defense Priorities and Allocations System (DPAS) and the other applicable regulations and orders of the Department of Commerce (DOC) in obtaining products, services, and materials needed to fill this order. (Ref General Provisions, FAR 52.211-15.)

The rules relating to the status, placement, acceptance, and treatment of priority ratings and rated orders are contained in DPAS. There are two types of priority ratings: DO ratings and DX ratings. A priority rating consists of either of these rating symbols and one of program identification. For example, DO-A6 identifies the program as ammunition (A6) and gives the contract a DO rating. DX-A5 identifies the program as weapons (A5) and gives the contract a DX rating. The program identification symbol (A5, A6, etc.) does not affect the preferential status of the rating on the applicable contract.

Use of the priorities system is appropriate during the solicitation phase in aligning potential suppliers/subcontractors. It is, therefore, imperative that prospective bidders/offers identify each request for quotations issued to suppliers as a defense order with the applicable priority rating that would be assigned.

### **SEQUENCE OF FILLING RATED ORDERS**

Acceptance of a rated order requires scheduling of operations to fill each rated order by the required delivery or performance date, regardless of the sequence in which the orders were received. If this is not possible, precedence must be given as follows:

- a. DX rated orders take precedence over DO rated orders, and DO rated orders take precedence over unrated orders. All DX ratings have equal preferential status; all DO ratings have equal preferential status.
- b. A conflict between rated orders of equal priority status: precedence shall be given to the order which was received first.
- c. A conflict between rated orders of equal priority status received on the same day: precedence shall be given to the order which has the earliest required delivery or performance date.

### **MANDATORY USE OF RATINGS**

It is mandatory that prime contractors receiving rated orders extend the rating to their subcontractors and suppliers for the materials necessary to complete the rated contract. The priority rating appearing in the contract shall be used when placing subcontracts and purchase orders for production materials, components and/or items (e.g., special jigs, dies, fixtures, and inspection gauges) required for performance on a rated contract. The contractor shall advise subcontractors (first, second, or subsequent tier) to extend the rating and program identification when placing subcontracts and purchase orders. A rated order must contain the following:

- a. The priority rating - which consists of the prefix DO or DX, followed by the program identification, A6, B9, C3, or C9, etc.
- b. A statement that reads in substance: This is a rated order certified for national defense use, and you are required to follow all the provisions of the Defense Priorities and Allocations System regulation (15 CRF 700).
- c. The signature of an authorized official of the firm placing the order.
- d. The delivery date or dates required.

### **PRIORITIES ASSISTANCE**

The priorities provided by DPAS may not always prove effective and compliance with the system by material suppliers may be lacking. In order to aid defense contractors in overcoming such production bottlenecks, DOC provides special assistance. When a defense contractor determines that its supplier's delivery promises will not permit the maintenance of its contract schedule, the contractor may then submit a Request for Special Priorities Assistance on Form BXA-999. Form BXA-999 should be filed through the Administrative Contracting Officer (ACO) administering the contract for processing to Commander, Industrial Operations Command, ATTN: AMSIO-IOI-L, Rock Island, IL 61299-6000. Furnish one advance copy of the Form BXA-999 to AMSIO-IOI-L.

### **PRIORITY RATING FOR PRODUCTION EQUIPMENT**

A priority rating for the purchase of contractor-owned production equipment in support of a rated contract may be authorized to either the prime contractor or its subcontractors. Rating authority requires submittal of a DD Form 691, Application for Production Equipment, through the Administrative Contracting Officer (ACO) administering the contract for processing to Commander, Industrial Operations Command, ATTN: AMSIO-IOI-L, Rock Island, IL 61299-6000. Furnish one advance copy of the DD Form 691 to AMSIO-IOI-L.

### **INFORMATION**

The contractor may request assistance in using the forms BXA-999, Request for Special Priorities Assistance and DD Form 691, Application for Rating for Production Equipment from Commander, Industrial Operations Command, ATTN: AMSIO-IOI-L, Rock Island, IL 61299-6000 (e-mail [dpas@ria-emh2.army.mil](mailto:dpas@ria-emh2.army.mil)).

Copies of a booklet, "Defense Priorities and Allocations System," and a complete list of the regulations, orders, and directions currently in effect, may be obtained from district offices of the U.S. Department of Commerce or from Publications Sales Branch, U.S. Department of Commerce, Washington, D.C. 20230. Copies of DPAS may also be obtained from Commander, Industrial Operations Command, ATTN: AMSIO-IOI-L, Rock Island, IL 61299-6000 (e-mail [dpas@ria-emh2.army.mil](mailto:dpas@ria-emh2.army.mil)).

[illegible]



INSTRUCTIONS TO THE BIDDER/OFFEROR  
(AMCCOM FORM 71-R)

This form may be used to:

- a. request use of Government-owned property or
- b. provide data for evaluation of bids/proposals.

A computer printout equivalent may be used. When requesting use of Government-owned property, you may consolidate to a single request all items for which the unit acquisition cost of each is less than \$3000. When using the form to provide data for evaluation, each must be listed separately.

The title blocks and columns are to be completed by the bidder/offeror as follows:

DESCRIPTION OF ITEM - Furnish a brief description and commodity code of each Government-owned item assigned to the bidder/offeror and required for performance under this bid/proposal. (Commodity code block 1, DD Form 1419, DOD Industrial Plant Equipment Requisition.)

GOVERNMENT ID NUMBER - Indicate Government identification number for each item described in the first column. If "no" Government tag number has been assigned, indicate manufacturer's serial number of each item. (Identification number, block 29, DD Form 1419.)

ACQUISITION COST - Includes original acquisition cost, any transportation and installation cost which were borne by the Government, and any additional costs expended to enhance the condition of machine which were at Government expense.

YEAR OF MFR - Enter last two digits of year of manufacture.

NO OF MOS - Number of months bidder or offeror requires usage of the property.

PRO RATA SHARE - Enter pro rata share (fraction) for the performance of this contract if property is being utilized in the performance of other contracts for which use has also been authorized. Supplemental information must be submitted to support the proration.

LOCATION OF ITEM - Enter name of plant where item is located.

CONTRACT UNDER WHICH FACILITIES ARE ACCOUNTABLE - Enter complete contract number.

CONTRACT DATA REQUIREMENTS LIST  
DD FORM 1423 (MECHANIZED)

CATEGORY: MISC SYSTEM/ITEM: Headrest Optical  
TO CONTRACT/PR: P38AAA02

1. SEQUENCE NUMBER	14. DISTRIBUTION	DRFT/REG/REPRO COPIES
2. TITLE OF DATA ITEM		
3. SUBTITLE		
4. DATA ITEM NUMBER		
5. CONTRACT REFERENCE		
6. TECHNICAL OFFICE	7. DD 8. APP 9. DIST STATEMENT	
	250 CODE REQUIRED	
10. FREQUENCY	11. AS OF DATE	15. TOTAL:
12. DATE OF 1ST SUBMISSION	13. DATE OF SUBSEQUENT SUBMISSION	
16. REMARKS		

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1. A001	14. SEE ADDRESS CODE	/ /
2. ENGINEERING CHANGE PROPOSAL (ECP)	DISTRIBUTION	/ /
3.	ATTACHED	/ /
4. DI-CMAN-80639B		
5. MIL-STD-973		
6. AMSTA-AR-EDT-R	7. LT 8. - 9. **	
10. ASREQ	11. ---	15. TOTAL ASREQ
12. ASREQ	13.	
16. REMARKS		
ECP SHORT FORM SHALL BE USED FOR THE SUBMISSION AND PROCESSING OF ALL CLASS II ENGINEERING ACTIONS. **DISTRIBUTION STATEMENT WILL BE ASSIGNED AND IMPLEMENTED BY THE DOD CONFIGURATION MANAGER.		

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1. A002	14. SEE ADDRESS CODE	/ /
2. REQUEST FOR DEVIATION (RFD)	DISTRIBUTION	/ /
3.	ATTACHED	/ /
4. DI-CMAN-80640B		
5. MIL-STD-973		
6. AMSTA-AR-EDT-R	7. LT 8. - 9. **	
10. ASREQ	11. ---	15. TOTAL ASREQ
12. ASREQ	13.	
16. REMARKS		
**DISTRIBUTION STATEMENT WILL BE ASSIGNED AND IMPLEMENTED BY THE DOD CONFIGURATION MANAGER.		

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PRON NO: P38AAA02

1. A003

2. REQUEST FOR WAIVER (RFW)

3.

4. DI-CMAN-80641B

5. MIL-STD-973

6. AMSTA-AR-EDT 7. LT 8. - 9. \*\*

10. ASREQ 11. ---

12. ASREQ

13.

16. REMARKS

\*\*DISTRIBUTION STATEMENT WILL BE ASSIGNED AND IMPLEMENTED BY THE DOD  
CONFIGURATION MANAGER.

1. A004

2. NOTICE OF REVISION (NOR)

3.

4. DI-CMAN-80642B

5. MIL-STD-973

6. AMSTA-AR-EDT-R 7. LT 8. - 9. \*\*

10. ASREQ 11. ---

12. ASREQ

13.

16. REMARKS

THE CONTRACTOR SHALL PREPARE AND SUBMIT A NOR FOR EACH DRAWING, ASSOCIATED  
LIST, OR OTHER REFERENCED DOCUMENT WHICH REQUIRE REVISION AND SUBMIT SAID  
NOR WITH THE ECP. \*\*DISTRIBUTION STATEMENT WILL BE ASSIGNED AND IMPLEMENTED  
BY THE DOD CONFIGURATION MANAGER.

14.

SEE ADDRESS CODE / /

DISTRIBUTION / /

ATTACHED / /

15. TOTAL ASREQ

14.

SEE ADDRESS CODE / /

DISTRIBUTION / /

ATTACHED / /

15. TOTAL ASREQ

*S. Schabilion*

APPROVED BY SHELLEY SCHABILION, SDMO, AMSTA-AR-EDT-R

03 NOV 97

CONTRACT DATA REQUIREMENTS LIST  
DD FORM 1423 (MECHANIZED)  
CATEGORY: MISC SYSTEM/ITEM:HEADREST, OPTICAL  
TO CONTRACT/PR: P38AAAX3

1. SEQUENCE NUMBER 14.  
DRFT/REG/REPRO DISTRIBUTION COPIES  
2. TITLE OF DATA ITEM  
3. SUBTITLE  
4. DATA ITEM NUMBER  
5. CONTRACT REFERENCE  
6. TECHNICAL OFFICE 7. DD 8. APP 9. DIST STATEMENT  
250 CODE REQUIRED  
10. FREQUENCY 11. AS OF DATE 15. TOTAL:  
12. DATE OF 1ST SUBMISSION 13. DATE OF SUBSEQUENT SUBMISSION  
16. REMARKS

1. A001 14.  
SEE ADDRESS CODE / /  
2. REQUEST FOR DEVIATION (RFD) DISTRIBUTION / /  
3. ATTACHED / /  
4. DI-CMAN-80640B  
5. MIL-STD-973  
6. AMSTA-AR-EDT-R 7. LT 8. - 9. -  
10. ASREQ 11. --- 15. TOTAL 0/ 0/ 0  
12. ASREQ 13.  
16. REMARKS  
\*\*DISTRIBUTION STATEMENT WILL BE ASSIGNED AND IMPLEMENTED BY THE DOD  
CONFIGURATION MANAGER.

1. A002 14.  
SEE ADDRESS CODE / /  
2. REQUEST FOR WAIVER (RFW) DISTRIBUTION / /  
3. ATTACHED / /  
4. DI-CMAN-80641B  
5. MIL-STD-973  
6. AMSTA-AR-EDT 7. LT 8. - 9. -  
10. ASREQ 11. --- 15. TOTAL 0/ 0/ 0  
12. ASREQ 13.  
16. REMARKS  
\*\*DISTRIBUTION STATEMENT WILL BE ASSIGNED AND IMPLEMENTED BY THE DOD  
CONFIGURATION MANAGER.

APPROVED BY:  STEPHEN J HANSEN, SDMO, AMSTA-AR-EDT-R

DATE:10/27/1997

# CONTRACT DATA REQUIREMENTS LIST

DD FORM 1423 (MECHANIZED)

CATEGORY: MISC SYSTEM/ITEM: PAD CUSHIONING  
TO CONTRACT/PR: P18ACBX1

1. SEQUENCE NUMBER	14.	
DRFT/REG/REPRO	DISTRIBUTION	COPIES
2. TITLE OF DATA ITEM		
3. SUBTITLE		
4. DATA ITEM NUMBER		
5. CONTRACT REFERENCE		
6. TECHNICAL OFFICE	7. DD 8. APP 9. DIST STATEMENT	
	250 CODE REQUIRED	
10. FREQUENCY	11. AS OF DATE	15. TOTAL:
12. DATE OF 1ST SUBMISSION	13. DATE OF SUBSEQUENT SUBMISSION	
16. REMARKS		

---

1. A001	14.	
	SEE ADDRESS CODE	/ /
2. REQUEST FOR DEVIATION (RFD)	DISTRIBUTION	/ /
3.	ATTACHED	/ /
4. DI-CMAN-80640B		
5. MIL-STD-973		
6. AMSTA-AR-EDT-R	7. LT 8. - 9.**	
10. ASREQ	11. ---	15. TOTAL 0/ 0/ 0
12. ASREQ	13.	
16. REMARKS		
**DISTRIBUTION STATEMENT WILL BE ASSIGNED AND IMPLEMENTED BY THE DOD CONFIGURATION MANAGER.		

---

1. A002	14.	
	SEE ADDRESS CODE	/ /
2. REQUEST FOR WAIVER (RFW)	DISTRIBUTION	/ /
3.	ATTACHED	/ /
4. DI-CMAN-80641B		
5. MIL-STD-973		
6. AMSTA-AR-EDT	7. LT 8. - 9.**	
10. ASREQ	11. ---	15. TOTAL 0/ 0/ 0
12. ASREQ	13.	
16. REMARKS		
**DISTRIBUTION STATEMENT WILL BE ASSIGNED AND IMPLEMENTED BY THE DOD CONFIGURATION MANAGER.		

APPROVED BY: STEPHEN J HANSEN, SDMO, AMSTA-AR-EDT-R

DATE: 02/18/1998

Exhibit C

# CONTRACT DATA REQUIREMENTS LIST

DD FORM 1423 (MECHANIZED)

CATEGORY: MISC SYSTEM/ITEM: PAD, CUSHIONING  
TO CONTRACT/PR: P48ANGX4

1. SEQUENCE NUMBER	14. DISTRIBUTION	DRFT/REG/REPRO COPIES
2. TITLE OF DATA ITEM		
3. SUBTITLE		
4. DATA ITEM NUMBER		
5. CONTRACT REFERENCE		
6. TECHNICAL OFFICE	7. DD 8. APP 9. DIST STATEMENT	
	250 CODE REQUIRED	
10. FREQUENCY	11. AS OF DATE	15. TOTAL:
12. DATE OF 1ST SUBMISSION	13. DATE OF SUBSEQUENT SUBMISSION	
16. REMARKS		

---

1. A001	14. SEE ADDRESS CODE	/ /
2. REQUEST FOR DEVIATION (RFD)	DISTRIBUTION	/ /
3.	ATTACHED	/ /
4. DI-CMAN-80640B		
5. MIL-STD-973		
6. AMSTA-AR-QAD	7. LT 8. - 9.**	
10. ASREQ	11. ---	15. TOTAL 0/ 0/ 0
12. ASREQ	13.	
16. REMARKS		
**DISTRIBUTION STATEMENT WILL BE ASSIGNED AND IMPLEMENTED BY THE DOD CONFIGURATION MANAGER.		

---

1. A002	14. SEE ADDRESS CODE	/ /
2. REQUEST FOR WAIVER (RFW)	DISTRIBUTION	/ /
3.	ATTACHED	/ /
4. DI-CMAN-80641B		
5. MIL-STD-973		
6. AMSTA-AR-QAD	7. LT 8. - 9.**	
10. ASREQ	11. ---	15. TOTAL 0/ 0/ 0
12. ASREQ	13.	
16. REMARKS		
**DISTRIBUTION STATEMENT WILL BE ASSIGNED AND IMPLEMENTED BY THE DOD CONFIGURATION MANAGER.		

APPROVED BY:  STEPHEN J HANSEN, SDMO, AMSTA-AR-QAD

DATE: 09/08/1998